

*Airport Commission*

Kirk A. Martin, Chair  
Bruce Miller, Vice-Chair

John Clark  
Chris Colbert  
William Gilbert  
Patricia Griffin  
Scott Tracy

City of Santa Barbara Liaison:  
*Councilmember Frank Hotchkiss*

City of Goleta Liaison:  
*Councilmember Roger Aceves*

**CITY OF SANTA BARBARA**

**AIRPORT COMMISSION  
AGENDA**

**October 19, 2011**

**7:00 pm**



*Airport Staff*

Karen Ramsdell  
*Airport Director*  
Hazel Johns  
*Assistant Airport Director*  
Tracy Lincoln  
*Airport Operations Manager*  
Rebecca Fribley  
*Sr. Property Management Specialist*  
Mabel Shatavsky  
*Airport Commission Secretary*

**ORDER OF BUSINESS:** The regular Airport Commission meeting begins at 7:00 pm in the Airport Administration Conference Room at 601 Firestone Road, Santa Barbara, CA.

**PUBLIC COMMENT:** At the beginning of the meeting, any member of the public may address the Airport Commission on any subject matter within the jurisdiction of the Airport Commission that is **not** on the Commission's agenda. The total time for public comment is fifteen (15) minutes. If you wish to address the Commission under this item, please complete and deliver to the Airport Director **before the meeting is convened**, a "Request to Speak" form including a description of the subject you wish to address.

**REQUEST TO SPEAK:** A member of the public may address the Airport Commission regarding any scheduled agenda item. Any person wishing to make such address should first complete and deliver a "Request to Speak" form prior to the time that the item is taken up by the Commission.

**REPORTS:** Copies of reports relating to agenda items are available for review in the Airport Administration office, or the City of Santa Barbara's web site: <http://www.SantaBarbaraCA.gov>. Materials related to an item on this agenda submitted to the Airport Commission after distribution of the agenda packet are available for public inspection in the Airport Administration office located at 601 Firestone Road, Santa Barbara, CA 93117, during business hours.

**AMERICANS WITH DISABILITIES ACT:** In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Airport Administration office at 967-7111. Notification at least 48 hours prior to the meeting will enable the City to make reasonable arrangements.

**CELLULAR PHONES AND PAGERS:** Please turn off cellular phones and pagers or set them to silent mode prior to the start of the meeting. Thank you.

**CALL TO ORDER**

**ROLL CALL**

**CHANGES TO THE AGENDA**

## **PUBLIC COMMENT**

1. Any member of the public may address the Airport Commission on any subject within the jurisdiction of the Commission that is **not** scheduled before them that same day. The total time for public comment is fifteen (15) minutes.

## **NOTICES**

2. That on Wednesday, October 13, 2011 at 5:00 pm, the Airport Commission Secretary duly posted this agenda on the bulletin board at Airport Administration.
3. That the Ground Transportation Sub Committee will meet on Thursday, October 27, 2011 at 1:30 pm, in the Airport Administration Building, 601 Firestone Road, Santa Barbara, CA.

## **MINUTES**

4. SUBJECT: MINUTES

RECOMMENDATION: That Commission waive the reading and approve the minutes of the meeting of Wednesday, September 21, 2011.

## **CONSENT CALENDAR**

### **LEASE AGREEMENTS - Existing Tenants**

5. SUBJECT: LEASE AGREEMENT – SIEMPRE MANANA, INC., DBA SERVICE MASTER COMMERCIAL BUILDING MAINTENANCE

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a five-year Lease Agreement with Siempre Manana, Inc. a California Corporation, for 3,200 square feet of Building 345 at 100-A Clyde Adams Road, at the Santa Barbara Airport, effective November 1, 2011, for a monthly rental of \$3,755.

6. SUBJECT: LEASE AGREEMENT – VISTA STEEL COMPANY

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a one-year Lease Agreement with Vista Steel Company for 800 square feet of Building 224 at 6100 Francis Botello Road, and 10,961 square feet of fenced land at 80 David Love Place, at the Santa Barbara Airport, effective September 1, 2011, for a monthly rental of \$3,805, exclusive of utilities.

7. SUBJECT: LEASE AGREEMENT – SUMMER SOLSTICE CELEBRATION

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a month-to-month Lease Agreement with Summer Solstice Celebration, a California Non-profit Corporation, for 8.5 parking spaces, adjacent to Building 241, at 6180 Wallace Becknell Road, at the Santa Barbara Airport, effective August 1, 2011, for a monthly rental of \$119, exclusive of utilities.

8. SUBJECT: SEPTEMBER 2011 PROPERTY MANAGEMENT REPORT

RECOMMENDATION: That Airport Commission receive the Airport Property Management Report.

**LIAISON REPORTS**

City of Santa Barbara Liaison Councilmember Frank Hotchkiss

City of Goleta Liaison Councilmember Roger Aceves

**ADMINISTRATIVE REPORTS**

9. SUBJECT: T-HANGAR LOTTERY APPLICANTS

RECOMMENDATION: That Airport Commission add the sole applicant for the period July-September, Mr. Frank Heintz, to the Airport T-Hangar Waiting List.

10. SUBJECT: FINANCIAL REPORT FOR FIRST QUARTER ENDING SEPTEMBER 30, 2011

RECOMMENDATION: That Airport Commission receive the First Quarter Financial report for Fiscal Year 2012.

11. SUBJECT: SELECTION OF COMMITTEE MEMBERS FOR MASTER PLAN

RECOMMENDATION: That Airport Commission select up to three Commissioners to participate on the Master Plan Advisory Committee.

**DIRECTOR'S REPORT**

12. A. Airport Operations
- Passenger Count
  - Aircraft Operations
  - Air Freight
- B. Programs
1. Air Service
  2. Communications Program
  3. Master Plan RFQ
  4. Property Management
  5. Airline Terminal Public Arts Program
  6. Airline Terminal Grand Opening Events
- C. Capital Projects
1. Airport Terminal Improvement Project

**ADJOURNMENT**